



## **CITY OF SAN JOSÉ, CALIFORNIA**

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### **CIVIL SERVICE COMMISSION**

Bill Brill, Chair  
Sharon L. Hightower, Vice Chair  
Dave Busse  
Richard J. Giovannetti  
Leon Louie

### **Amended Minutes of the Commission July 5, 2007**

The Civil Service Commission of the City of San José convened in regular session July 5, 2007, in the City Council Chambers of San José City Hall at 4:06 p.m.

### **ROLL CALL**

Present: Commissioners Giovannetti, Hightower, Louie and Brill  
Absent: Commissioner Busse

### **ORDERS OF THE DAY**

By motion unanimously adopted, the Consent Calendar was approved.

### **CONSENT CALENDAR**

By motion unanimously adopted, the Consent Calendar was approved.

#### **1. Information Only**

- a. Hiring Summary – Memorandum from Human Resources Department dated June 27, 2007, listing complaints about hiring issues and a summary of hiring activity for the period July 2, 2006 through June 2, 2007, was filed.

2. Human Resources Report dated June 27, 2007 listing the following amendments to the classification plan was filed.
  - a. New Class Specifications
    - 2) Therapeutic Services Manager (7130)
    - 3) Senior Therapeutic Treatment Specialist (7116); Senior Therapeutic Treatment PT (7117)
  - b. Revisions of Class Specifications
    1. Therapeutic Specialist (7112); Therapeutic Specialist PT (7113)
  - c. Reallocations of Positions

Position #	From (Current Class)	To (New Class)	Dept
00012747	Code Enforcement Administrator (3943)	Division Manager (8074)	PBCE
00012748	Code Enforcement Administrator (3943)	Division Manager (8074)	PBCE
00006661	Engineer II (3813)	Associate Engineer (3814)	DOT
00013669	Associate Engineer (3814)	Program Manager I (8073)	DOT
00003652	Supervising Librarian (6241)	Division Manager (8074)	Library
00003648	Supervising Librarian (6241)	Division Manager (8074)	Library
00003649	Supervising Librarian (6241)	Division Manager (8074)	Library
00013139	Administrative Manager (1610)	Division Manager (8074)	HR
00003183	Library Assistant (6221)	Senior Supervisor, Admin (1139)	Library
00007799	Maintenance Worker II (3114)	Assoc. Engineering Tech (3713)	DOT
00009177	Arts Program Coordinator (6311)	Sr Arts Program Coordinator (6313)	OED
00009175	Arts Program Coordinator (6311)	Sr Arts Program Coordinator (6313)	OED
00003293	Park Maint Repair Worker I (3412)	Park Maint Repair Worker II (3413)	PRNS
00003184	Park Maint Repair Worker I (3412)	Park Maint Repair Worker II (3413)	PRNS
00003183	Park Maint Repair Worker I (3412)	Park Maint Repair Worker II (3413)	PRNS
00003189	Park Maint Repair Worker I (3412)	Park Maint Repair Worker II (3413)	PRNS
00003191	Park Maint Repair Worker I (3412)	Park Maint Repair Worker II (3413)	PRNS
00003188	Park Maint Repair Worker I (3412)	Park Maint Repair Worker II (3413)	PRNS
00006156	Park Maint Repair Worker I (3412)	Park Maint Repair Worker II (3413)	PRNS
00007161	Park Maint Repair Worker I (3412)	Park Maint Repair Worker II (3413)	PRNS
00003023	Park Maint Repair Worker I (3412)	Park Maint Repair Worker II (3413)	PRNS
00012300	Park Maint Repair Worker I (3412)	Park Maint Repair Worker II (3413)	PRNS

3. Minutes of June 7, 2007, were approved.

**END OF CONSENT CALENDAR**

4. Hearings to be scheduled:

- a. The appeal of discipline of Police Officer, Case No. 07-15 was scheduled for September 27, 2007, at 6:30 p.m. Written time waiver filed. (Smyth-Mendoza/Peterson)

Deputy City Attorney Daisy Nishigaya, appearing on behalf of the City, and Patrick Tillman, appearing on behalf of the appellant, were present. Hearing Officer Hightower advised that both parties participate in a prehearing conference with her one week prior to the hearing date, be prepared to discuss issues, witnesses and have already exchanged documents.

- b. The appeal of discipline of Police Officer, Case No. 07-16 was scheduled for September 24, 2007 and September 26, 2007, at 6:30 p.m. Written time waiver filed. (Smyth-Mendoza/Peterson)

Deputy City Attorney Daisy Nishigaya, appearing on behalf of the City, and Patrick Tillman, appearing on behalf of the appellant, were present. Hearing Officer Hightower advised that both parties participate in a prehearing conference with her one week prior to the hearing date, be prepared to discuss issues, witnesses and have already exchanged documents.

- c. The appeal of discipline of Police Officer, Case No. 07-18 was scheduled for July 17, 2007, July 18, 2007 and July 19, 2007, at 6:30 p.m. Written time waiver filed. (Hopper/Peterson)

Deputy City Attorney Brian Hopper, appearing on behalf of the City, and Larry Peterson, appearing on behalf of the appellant, were present. Hearing Officer Hightower advised that both parties participate in a prehearing conference with her one week prior to the hearing date, be prepared to discuss issues, witnesses and have already exchanged documents.

5. Quarterly verbal report of the Employment Oversight Committee (EOC).

Human Resources Deputy Director Arlene Gibbs stated that the committee met with new members and invited them to the Civil Service Commission. She also stated that the EOC changed their quarterly meeting to meet before the Civil Service Commission regular meeting to allow the attendance of Civil Service Commission Chair Bill Brill.

6. Continued discussion of the Sunshine Reform Task Force Phase 1 Recommendations.

Senior Deputy City Attorney Susan Devencenzi provided an update on the joint Sunshine Reform Task Force and Rules and Open Government Committee meeting. Discussion was held on the changes that may affect the Commission and a subcommittee was formed (Hightower/Giovannetti/Devencenzi) to work with the City Clerk's Office to draft a letter to discuss the Commission's concerns. The draft letter will be on the September 2007 agenda for discussion.

## **ORAL PETITIONS**

Gay Gayle, President of City Association of Management Personnel, expressed concern with the reallocation requests brought forward to the Commission.

**ADJOURN** at 4:33 p.m.

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BILL BRILL, CHAIR

ATTEST:  
CIVIL SERVICE COMMISSION  
LEE PRICE, MMC, SECRETARY

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Michelle Estabillo, Deputy Secretary